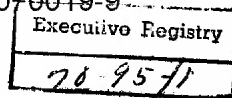


Page Denied



70-0343

26 January 1970

DD / SECRETARY
FILE *01M8*

MEMORANDUM FOR: Deputy Director for Plans

SUBJECT : Authorization of Return Before Completion
of Tour of Duty

1. I have carefully considered the suggestion in your 7 January 1970 memorandum that the authority to approve the return of an individual short of his prescribed tour be delegated to the appropriate Deputy Director.

2. The Director of Personnel has had this authority for the past ten years, and, insofar as I know, he has used it equitably and effectively with no known instances of infringement on operational prerogatives of the Deputies. I believe the Agency, and incidentally "the appropriate Deputy Director," is better served by leaving it this way. If past experience means anything, differences of opinion will be rare indeed, and they can be settled quickly by referring them to the Executive Director.

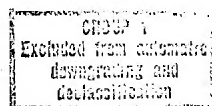
3. This small inconvenience is, in my opinion, a small price to pay for trying to ensure that we do not have a lot of flaps growing out of disagreements or misunderstandings as to entitlements of the individual employee.



25X1

L. K. White
Executive Director-Comptroller

SECRET



Page Denied

SECRET

0019-9 70-0276

MEMORANDUM FOR: Deputy Director for Plans**SUBJECT : Authorization of Return Before Completion of Tour of Duty**

1. I have carefully considered the suggestion in your 7 January 1970 memorandum that the authority to approve the return of an individual short of his prescribed tour be delegated to the appropriate Deputy Director.

2. The Director of Personnel has had this authority for the past ten years and has used it equitably and effectively with no known instances of infringement on operational prerogatives of the Deputies. I prefer to continue to centralize this discretionary authority to insure uniform application.

3. The pending revisions require the concurrence of the concerned Deputy Director before the request for return short of tour goes to the Director of Personnel for approval and authorization of home leave. Full coordination of each such action is therefore assured. In the event of a disagreement between any Deputy Director and the Director of Personnel, the case may be referred to me for resolution.

25X1

L. K. White
Executive Director-Comptroller

Distribution:

Orig & 1 - Addressee

1 - ER

2 - DD/S

1 - D/Pers Chrono

Originator:

/s/ R. L. Bannerman

Deputy Director of Personnel

OD/Pers/HBFisher:leh (22 Jan 1970)

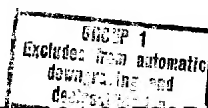
Concur:

SIGNED R. L. Bannerman

R. L. Bannerman
Deputy Director
for Support

23 JAN 1970

Date

SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

DDP
3-C-2006 HQ

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Ex. Dir-Compt.
7-E-12 HQ

1/7

1/7

W

Red -

Tom approved this in draft prior to his departure.

2. *DDS*

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

cl would appreciate DDS comments before responding to this.
LMW

FORM

610

USE PREVIOUS EDITIONS



SECRET



CONFIDENTIAL



INTERNAL USE ONLY



UNCLASSIFIED

DD/S 69-0089

001-0-035

Executive Registry
10-95

7 JAN 1970

Memorandum For: Executive Director-Comptroller

Subject : Authorization of Return Before Completion of Tour
of Duty

1. We have recently been reviewing a proposed regulation on Tours of Duty. I questioned a provision of the draft which calls for return short of completion of tour to be approved by the Director of Personnel. I was told that this provision had been included at your request in place of a provision for Deputy Directors to authorize such returns. I would like to ask you to reconsider this.

2. Proposals to return an employee before completion of his tour could be for a variety of reasons such as: his services are urgently required in another job; he has become persona non grata in the country of his assignment; a compromise of his cover has affected his usefulness; an impending crisis argues for evacuation of some or all of the station personnel; serious illness of the employee or a dependent requires return to the United States; the employee wishes to come back early to enroll children in school or for some other entirely personal reason; the employee is unhappy with his assignment and wishes to return to headquarters. In all such cases, it is my opinion that the Deputy Director concerned should have the authority to authorize early return and that concurrence of the Director of Personnel in the fact of the return should not be a condition to exercise of the authority.

3. On the other hand, I recognize that ill-advised action in returning an employee before completion of his tour could result in his not receiving home leave benefits or in his being required to repay the cost of travel and transportation to and/or from the post; it might also commit, or seem to commit, the Agency to grant a benefit to which the employee was not entitled. Certainly the advice and guidance of the

S-E-C-R-E-T

Director of Personnel in these regards would be helpful, in some cases essential. A pending revision of the leave regulation would authorize the Director of Personnel to determine whether an employee who returns before completing his assigned tour is eligible for home leave; and a pending revision of the travel regulation would state that the Director of Personnel will decide, in the case of an employee who breaches his service agreement in returning before completion of his tour, whether the Agency will waive the Government's right to collect from the employee the cost of travel and transportation to and/or from the post. We have agreed with both of these draft revisions so far as the cited provisions are concerned.

4. My suggestion is that you consider substitution of the following statement, which would, I believe, both recognize the role of the Deputy Director concerned and provide for coordination with the Director of Personnel:

"The Deputy Director to whose jurisdiction an employee is assigned may authorize his return before he completes his tour of duty abroad when such return is required for official reasons or is in the Government interest. The return will be coordinated with the Director of Personnel, who determines eligibility for home leave in the case of early return [redacted] and, if early return constitutes a breach of the employee's service agreement, whether the employee will be required to repay the cost of travel and transportation to and/or from the overseas post [redacted]."

25X1

25X1

25X1

[redacted]
Thomas H. Karamessines
Deputy Director for Plans